

ATR II Recovery Support Services Summary and Service Descriptions

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Name	Type	Unit	Price
Care Coordination	Individual	15 minutes	\$5.00
Re-entry Coordination	Individual	15 minutes	\$5.00
Child Care	Individual	One Hour	\$3.85
Drop-In Center	Group	One Day	\$10.00
Emergency Temporary Housing	Group	One Day	\$25.00
Extended Residential Support	Group	One Day	\$20.00
Family Engagement	Individual	15 minutes	\$6.25
Family Engagement	Group	15 minutes	\$3.50
Pastoral Counseling	Individual	15 minutes	\$10.00
Pastoral Counseling	Group	15 minutes	\$4.00
Recovery Mentoring	Individual	15 minutes	\$5.00
Recovery Mentoring	Group	15 minutes	\$2.00
Spiritual Life Skills	Individual	15 minutes	\$5.00
Spiritual Life Skills	Group	15 minutes	\$2.50
Transportation-Mileage		Per mile	\$0.48/mile
Transportation -Public		Per pass	*
Work Preparation	Individual	15 minutes	\$5.00
Work Preparation	Group	15 minutes	\$2.50
* Transportation –Public; price of pass +\$5.00 administrative fee for monthly pass/ \$1.00 administrative fee for weekly pass.			

ATR II Recovery Support Service Descriptions

1. Care Coordination, Unit of Service: ¼ Hour Firm, Fixed Price: \$5.00 Assisting individuals engaged in clinical treatment or recovery support services access the network of services and other community resources available to them in order to facilitate retention in treatment and sustained recovery. This may include consultation with their treatment provider, procurement of psychiatric or other medications through charitable programs, assistance in finding and securing permanent housing, and developing an informal support system. Services are to be provided by a graduate of the Addictions Academy or a staff person who is supervised by a graduate of the Academy.

- Not to exceed four (4) units per day and not to exceed a total of 12 units per week.
- Not to exceed four (4) units total while consumer is participating in level one clinical treatment.

- Up to four (4) units per month may be used by a Recovery Support program designated and approved by DMH to collect GPRA follow-up interview for the following consumer tracking activities:
 - Maintain contact with client
 - Update current physical address
 - Update phone contact
 - Client or collateral contact ok
 - Contact information to be recorded and updated in CIMOR

2. New Service Re-Entry Coordination, *Unit of Service: ¼ Hour Firm, Fixed Price: \$5.00* - Service available for consumers with substance abuse problems being released into the community from Missouri Department of Corrections Transitional Housing Unit (THU). Reentry coordination vouchers can only be created by DOC THU. The primary goal of this service is to assist the consumer in making a successful transition from prison to community by assuring the consumer engages in clinical treatment, has housing, food, clothing, employment, support group, necessary identification cards, appropriately deals with any legal concerns, and maintains regular contact with supervising probation and parole officer. This service is defined as communication and activities that help individuals access the network of services and community resources in order to facilitate retention in treatment and sustained recovery. This may include consulting with the client's treatment provider, community supervision field officer, transitional housing team, family service worker, medical provider, psychiatric or mental health provider, permanent housing or employment contacts, or the client's personal support system. Services are to be provided by a graduate of the Addictions Academy or a staff person who is supervised by a graduate of the Academy

Re-entry Coordination: services are not to exceed four (4) units per day.

- Reentry Coordination services may begin while the consumer is in confinement but the consumer must be two weeks or less from release.
- Documentation must include client signature.
- Individual service
- Consumer must be present; this is a face to face service.
- Cannot bill for Reentry Coordination and Care Coordination at the same time.
- This service can only be authorized by a voucher created by Department of Corrections Transitional Housing Unit.

3. Child Care, *Unit of Service: 1 hour Firm, Fixed Price: \$3.85* Licensed (or license waived) child care while client (parent/guardian) is participating in clinical treatment or recovery support services. This service is to reimburse for occasional childcare while the parent (consumer) is participating in outpatient clinical treatment or recovery support services.

- This childcare service is not to be used as daycare while the consumer is employed.
- RS child care services are not available for 24-hour child care.
- Not to exceed four (4) units total while consumer is participating in level one clinical treatment.
- Documentation must include client signature.

4. Drop-In Center, Unit of Service: 1 Day Firm, Fixed Price: \$10.00 Facility that offers personal recovery planning, educational sessions, social and recreational activities, recovery support sessions, and assistance in obtaining health, social, vocational and other community services. Normally hosts twelve-step meetings throughout the week. Drop-In Center services shall be provided to allow clients use of a facility that offers a relaxed, safe and comfortable environment where they have the opportunity to socialize and become involved in activities that promote the principles of recovery. Organization staff must complete the Addictions Academy and supervise the activities of the program.

- For a facility to qualify as a Drop-In center it must be open a minimum of 4 hours per day, at least 5 days per week. Hours of operation schedule must be posted.
- The facility must provide evening and weekend hours.
- The facility must be staffed at a thirty (30) client to at least one (1) staff ratio while open.
- The organization that maintains a Drop-In Center must have a graduate of the Addictions Academy on-staff who, in turn, supervises all other staff and activities of the program. Academy Graduates do not have to be on-site while the facility is open.
- To document this service, a sign-in log must be maintained that lists the client's name, the date the client utilized the center, the time the client entered and left that facility, and provide a space for the client's signature to prove their attendance.
- The client receiving this service must attend the center for at least one hour and engage in a Drop-In Center activity for the agency to bill one unit of service and only one unit of this service can be billed per client per day.
- Drop-In Center may not be billed at the same time as any other service.
- Drop-In Center may not be billed on the same day as any RS housing service is billed.
- Drop-In Center may not be billed on any client that is currently in clinical treatment Level 1 with residential support.
- This service may only be provided at the Recovery Support Center's approved Drop-In Center location.

5. Emergency/Temporary Housing, Unit of Service: 1 Day Firm, Fixed Price: \$25.00

Housing that meets local occupancy/safety requirements and has 24-hour staff supervision. Length of stay in emergency/temporary housing **is limited to five days** and is intended for clients in a crisis situation who have been assessed and are waiting for clinical treatment with residential support to become available.

- The facility must have passed local fire inspection or an inspection by the State Fire Marshal in compliance with fire inspection standards and credentials.
- The facility must meet all local occupancy/safety requirements.

- Document staffing patterns to provide for 24-hour staff supervision.
- Providers must have a client meal plan that demonstrates how clients will be fed during their stay.
- Potential clients must be aware of a housing provider's policy indicating plans for client meals prior to voucher creation.
- The length of stay in emergency/temporary housing is limited to five days
- Each agency may make their own arrangements with clients about the possibility of staying at the facility past the time when state reimbursement ends, as follows:
 - The rental agreement policy explaining the housing arrangements should be posted in all housing units.
 - The terms of the agreement should be established and explained to each client at admission to housing services.
 - The organization cannot charge a fee for rent for the same day they are billing the Department for housing.
 - If a consumer enters into a rental agreement for housing with the recovery support organization, a signed copy of that rental agreement must be kept in the consumer record.

6. Extended Residential Support, *Unit of Service: 1 Day Firm, Fixed Price: \$20.00*

Housing that meets local occupancy/safety requirements and has staff supervision when clients are present. To be eligible, clients must be participating in Level II or Level III of any PR+ program or Level I of a PR+ program that does not offer residential support.

Total expenditures for Extended Residential Support shall not exceed \$400 per client per treatment episode.

- Clients must be currently enrolled in a Division of ADA contracted outpatient treatment program such as PR+ clinical treatment program or Women and Children's CSTAR clinical treatment program.
- Total expenditures for Extended Residential Support shall not exceed \$400 per client, per ATR Episode of Care.
- Proof of annual, approved fire inspection must be posted and on file.
- The facility must meet all local occupancy/safety requirements.
- Document staffing patterns to provide for 24-hour staff supervision.
- Each housing facility must be inspected prior to opening and on an annual basis.
- Providers must have a client meal plan that demonstrates how clients will be fed during their stay.
- Potential clients must be aware of a housing provider's policy indicating plans for client meals prior to voucher creation.
- Each agency may make their own arrangements with clients individually about the possibility of staying at the facility past the time when state reimbursement ends, as follows:
 - If an agency intends on making these types of arrangements, a copy of the rental agreement or other document explaining the housing arrangements must be maintained by the facility for inspection.

- The terms of the agreement should be established before the client enters the program.
- If a consumer enters into a rental agreement for housing with the recovery support organization, a signed copy of that rental agreement must be kept in the consumer record.

7. Family Engagement-Individual, *Unit of Service: ¼ hour Firm, Fixed Price: \$6.25*

Family Engagement is a service that helps to engage the client's family in treatment and enhance their understanding of the treatment and recovery process in order to assist the primary client in working toward treatment goals. Family engagement should provide the structure to support stabilization in the family and to assist the entire family in making changes that support the recovery of the client and all members of the family. Family Engagement services are provided by a qualified substance abuse professional or duly ordained minister or their equivalent such as a rabbi or imam who is also a graduate of the Addictions Academy.

- Family Engagement-Individual is provided to one client and any of the client's support system that are included in the session.
- Documentation must include client signature.
- Not to exceed four (4) units total while consumer is participating in level one clinical treatment.

8. Family Engagement-Group, *Unit of Service: ¼ hour Firm, Fixed Price: \$3.50*

Family Engagement-Group is a service that helps to engage the client's family in treatment and enhance their understanding of the treatment and recovery process in order to assist the primary client in working toward treatment goals. Family Engagement-Group should provide the structure to support stabilization in the family and to assist the entire family in making changes that support the recovery of the client and all members of the family. Family Engagement services are provided by a qualified substance abuse professional or duly ordained minister or their equivalent such as a rabbi or imam who is also a graduate of the Addictions Academy.

- This service is not to exceed 8 units per week.
- Family Engagement-Group is provided to two or more consumers and any members of the family support system that are included in the session.
- Family Engagement services cannot be delivered to a group that exceeds thirty (30) participants.
- At least one of the staff members in each Family Engagement Group must meet qualification requirements.
- Documentation must include client signature.
- Not to exceed four (4) units total while consumer is participating in level one clinical treatment.

9. Pastoral Counseling-Individual, *Unit of Service: ¼ hour Firm, Fixed Price: \$10.00*

Pastoral Counseling incorporates faith in the substance abuse recovery process. This may include, but is not limited to, assisting clients and their family members in various crises

as a result of substance abuse. Pastoral Counseling is delivered by a duly ordained minister or their equivalent such as a rabbi or imam who is also a graduate of the Addictions Academy.

- Pastoral Counseling-Individual is only delivered in a one-on-one session.
- Pastoral Counseling-Individual is limited to 4 units per day not to exceed 8 units per week.
- Cannot exceed four (4) units total while consumer is participating in level one clinical treatment.
- Pastoral Counseling-Individual may only be provided by a duly ordained minister or their equivalent such as a rabbi or imam who is also a graduate of the Addictions Academy.
- Pastoral Counseling-Individual must be documented with a description of the specific service provided; the date and actual time (beginning and ending times) that the service was rendered; name and title of the person who rendered the service; and, a description of the individual's response to services provided.
- Documentation must include client signature.

10. Pastoral Counseling-Group, Unit of Service: ¼ hour Firm, Fixed Price: \$4.00

Pastoral Counseling-Group incorporates faith in the substance abuse recovery process. This may include, but is not limited to, assisting clients in various crises as a result of substance abuse. Pastoral Counseling is delivered by a duly ordained minister or their equivalent such as a rabbi or imam who is also a graduate of the Addictions Academy.

- Pastoral Counseling-Group is limited to 4 units per day not to exceed 8 units per week.
- Cannot exceed four (4) units total while consumer is participating in level one clinical treatment.
- Pastoral Counseling –Group cannot exceed 12 participants.
- Pastoral Counseling-Group may only be provided by a duly ordained minister or their equivalent such as a rabbi or imam who is also a graduate of the Addictions Academy.
- Pastoral Counseling-Group must be documented with a description of the specific group provided; the date and actual time (beginning and ending times) that the service was rendered; name and title of the person who rendered the service; and, the client signature.

11. Recovery Mentoring-Individual, Unit of Service: ¼ Hour Firm, Fixed Price:

\$5.00 Face-to-face interaction between an experienced recovery support person and a client. Recovery Mentoring is intended to help clients remain engaged in treatment and identify and shift their destructive patterns that may lead to relapse. The provider must be recognized by the agency's governing authority as being qualified to provide this service. The service provider must be a graduate of the Addictions Academy or supervised by a graduate of the Academy.

- Documentation must include client signature.
- Not to exceed four (4) units total while consumer is participating in level one clinical treatment.

12. Recovery Mentoring-Group, *Unit of Service: ¼ Hour Firm, Fixed Price: \$2.00*

Group facilitator and at least two clients. The purpose of the group is to provide support for individuals in recovery by offering mutual encouragement and becoming connected with others who share similar experiences. The facilitator must be a graduate of the Addictions Academy or supervised by a graduate of the Academy.

- Recovery Mentoring –group cannot be delivered to a group that exceeds thirty (30) participants.
- This is a support group
- Documentation must include client signature.
- Not to exceed four (4) units total while consumer is participating in level one clinical treatment.

13. Spiritual Life Skills-Individual, *Unit of Service: ¼ Hour Firm, Fixed Price: \$5.00*

Helping an individual develop spiritually which might include, but is not limited to, establishing or reestablishing a relationship with a higher power, acquiring skills needed to cope with life changing incidents, adopting positive values or principles, identifying a sense of purpose and mission for one's life, and achieving serenity and peace of mind. Responsible decision-making, social engagement and family responsibility may also be addressed. Spiritual Life Skills is to be provided by an individual who is recognized by the agency's governing authority as being trained and qualified to provide this service, a graduate of the Addictions Academy, or is supervised by a graduate of the Academy.

- Documentation must include client signature.
- Not to exceed four (4) units total while consumer is participating in level one clinical treatment.

14. Spiritual Life Skills-Group *Unit of Service: ¼ Hour Firm, Fixed Price: \$2.50*

Helping a group of at least two persons to develop spiritually which might include, but is not limited to, establishing or reestablishing a relationship with a higher power, acquiring skills needed to cope with life changing incidents, adopting positive values or principles, identifying a sense of purpose and mission for one's life, and achieving serenity and peace of mind. Responsible decision-making, social engagement and family responsibility may also be addressed. Spiritual Life Skills is to be provided by an individual who is recognized by the agency's governing authority as being trained and qualified to provide this service, a graduate of the Addictions Academy, or is supervised by a graduate of the Academy

- This is an educational, spiritual, and skill-building group.
- Spiritual Life Skills-Group cannot be delivered to a group that exceeds thirty (30) participants.
- Documentation must include client signature.

- Not to exceed four (4) units total while consumer is participating in level one clinical treatment.

15. Transportation (Mileage), *Unit of Service: Per Mile Firm, Fixed Price: \$0.48*

Transportation is to and from treatment or recovery support services. Organizations that provide transportation for ATR clients must present proof of a chauffeur's license, or if transporting more than 15 passengers, a CDL license and proper auto insurance. **Mileage is limited to a maximum of 75 miles one way, per client, per trip. 39RS0W**

- Maximum of 75 miles one way and 150 miles total per day.
- Not for transportation to and from employment.

16. Transportation (Public Transportation), *Unit of Service: Per Trip Firm, Fixed*

Price: As prescribed, Transportation is to and from treatment or recovery support services. The contractor may purchase bus passes (daily, weekly, or monthly) for clients who are engaged in clinical treatment and recovery support services. **Bus passes shall not exceed two monthly passes per client during the treatment episode.**

- When documenting this service, it is required that the agency make a copy of the pass issued that clearly identifies the serial number of the pass, the date the pass was issued, and lists the client to whom the pass was issued and includes the client signature. Or, a ledger may be maintained that includes buss pass serial number, date of issuance, client name, and client signature.
- Programs that provide Transportation-Public services may include a \$5 administrative fee to each monthly pass and a \$1 administrative fee to each weekly pass purchased and issued to clients. No administrative fee is allowed for daily passes.
- Bus passes shall not exceed two monthly passes, 10 weekly passes, or 60 daily passes per client during the treatment episode.

17. Work Preparation-Individual, *Unit of Service: ¼ Hour Firm, Fixed Price: \$5.00*

Assisting an individual in finding or maintaining employment during the course of treatment. This may include, but is not limited to, developing a resume, arranging job interviews, work skills development, and on-the-job training. Services are to be provided by a graduate of the Addictions Academy or a staff person who is supervised by a graduate of the Academy.

- Documentation must include client signature.
- Not to exceed four (4) units total while consumer is participating in level one clinical treatment.
- Maximum of 16 units total, of which at least half must be face-to-face.
- Documentation must include detailed notes along with copies of all work products.

18. Work Preparation-Group, *Unit of Service: ¼ Hour Firm, Fixed Price: \$2.50*

This service is defined as a group interaction with two or more clients that is devoted to assisting individuals in finding or maintaining employment during the course of

treatment. This may include, but is not limited to, developing a resume, arranging job interviews, work skills development, and on-the-job training.

- Work Preparation- Group cannot be delivered to a group that exceeds thirty (30) participants.
- Services are to be provided by a graduate of the Addictions Academy or a staff person who is supervised by a graduate of the Academy.
- Documentation must include client signature.
- Not to exceed four (4) units total while consumer is participating in level one clinical treatment.
- Client must be present.